

TO: Chief, D/GL/RR
25X1A9a

20 January 1956

FROM: [REDACTED]

SUBJECT: Comments on Career Development Statement for the Geographic Area

25X1A9a 1. At a meeting held in your office this morning with the undersigned, [REDACTED] raised a number of questions regarding the Career Development Statement of the Geographic Area, which are as follows:

a. He felt that there was no recognition of the part played by clerical support and that clerical work often does become semi-professional in nature. Recognition is shown in the outline for Draftsmen.

b. He felt that there should be some provision made for crossing the sharp professional boundary lines. This is now impossible because of the minimum educational qualifications established. For example, he felt that an efficient and competent collection clerk should have some opportunity to become a cataloger or fill one of the positions of similar rank elsewhere in the Library or Geographic Area.

c. He inquired as to why clerical personnel did not see postings of clerical job openings.

d. He believed that grade ceilings for clerical personnel were too rigid.

e. He inquired as to what internal or external courses were provided for clerical personnel to advance.

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2. [REDACTED] has procured from the Civil Service Commission a number of pamphlets dealing with educational requirements for GS-5 professional positions; as follows:

a. Education - A full 4-year course of study leading to a bachelor's degree in an accredited college or university with some specialized training, or,

b. Experience - Three years of successful and progressive experience in (1) the type of work described in the description of

work of these positions, or (2) in a field wherein the experience has provided a knowledge of the required specializations listed under education, a. above, or,

c. Combination - Any time-equivalent combination of a. and b. above.

In the case of a GS-5 Librarian, a written test about three hours in length is also required.

3. Once a professional has acquired a GS-5 professional status, promotion is generally made on the basis of additional specialized experience on-the-job.

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ORR:D/GL: [REDACTED] /mjc

Attach:

CSC Pamphlets